

***TOWN OF NEWFIELDS BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, OCTOBER 9, 2007***

The meeting was called to order at 6:41pm. Selectmen present were: Michael Woodworth, Wes Moore, and James McIlroy. Others present were: Brian Knipstein, Chief Reed, Lt. Gould, and Planning Board Chairman, Bill Meserve.

Brian Knipstein advised the Selectmen that there are some trees on Halls Mill Road that need to be removed. As Halls Mill Road is designated as a "Scenic Road" he needs approval from the Board of Selectmen, the Planning Board, and possibly the state. Once the trees have been marked and approved by the necessary authorities, Brian will hire a sub-contractor to remove the trees. Brian will try to have the trees marked by the end of this weekend in order to start the process.

The Highway Department trimmed back the brush on Route 87 near Meadow Road twice this year. The tree blocking the view from Meadow Road onto Route 87 is on private property and permission will be needed from the owner before the tree can be taken down as this tree is not in the Town's right of way.

Brian spoke with Reuben Hull about the plans to raise the ground level around the new handicap ramp. A drainage pipe and crushed stone need to be installed under the ramp to prevent water from entering the building. Instead of placing a stone or rock wall around the perimeter, Brian would like to grade the area so that grass may be planted. This would leave an area for shrubs and/or flowers to be planted and be more visually pleasing. Wes will work with Brian to try to get the ramp finished and ready for use in the near future.

Brian advised that the Highway Department is on a fifteen year cycle for replacing roads in Town. Pavement costs have gone up and therefore the Highway Department will be looking for an increase in their budget for 2008. Salt costs have also increased. When meeting with the Budget Advisory Committee, Brian will have available a five year history of salt and paving costs for their review.

Brian is researching the costs for an engineering study and may put together a Warrant Article together for this purpose. The study would include removing the swales/ditches along Old Lee Road and replacing them with pipes. He is also pricing the cost to re-pave Old Lee Road from Route 87 to just past the old railroad tracks and overlay the rest of the road. This project would also include an overlay on Hemlock Court.

Chief Reed advised the Selectmen that his department sent out 52 invitations for the upcoming physical fitness test for prospective police officers. The test will be held at the end of the month and take place at the Phillips Exeter Academy.

Chief Reed reminded the Selectmen that the Winter Parking Ban will start soon and that if the Ordinance is going to be changed, it should be done now. The Selectmen need to consult with the Road Agent before making any changes to the Ordinance. The Chief said that the Ordinance needs to be clear and concise in order for his officers to enforce it. The two week grace period will take place as it has in past years, with any cars parked during this time receiving a warning rather than a ticket.

Included with the Public Notices of the Parking Ban will be a statement that if you have any reason to park cars on the street during the Parking Ban to contact the Police Department ahead of time to avoid receiving a parking ticket.

Chief Reed is asking for approval to order a new police cruiser. It takes twelve weeks from the order day to delivery. Wes asked if the Chief is ordering a Ford or a Dodge. Chief Reed advised that Ford will stop making police cruisers in the next few years and that he would prefer to order a Ford now as it is about \$2,000. less than a Dodge.

The Chief asked that a camera be included in the cruiser purchase. It would use a mini dvd and each day's dvd would be stored for a month and then be re-used if it is not needed as evidence. The camera would start recording as soon as the lights are turned on and may also be turned on manually by the officer. The Officer using the cruiser would wear a microphone during his shift so there will be sound and video recordings.

James is concerned that the camera is adding 25 percent to the cost of the cruiser. Michael feels a camera is a good idea and will help to protect the Town.

Wes made a motion to authorize the Police Chief to order a 2008 Ford police cruiser and have a camera installed in that cruiser (at a cost of no more than \$6,000. for the camera) with the funds coming from the Revolving Police Special Details Fund. Michael seconded the motion and the motion passed with all in favor.

It is anticipated that 50% of the cost of the camera will be paid by a grant that Chief Reed is applying for.

Chief Reed asked about putting the Disability Insurance into effect. The Selectmen have not had their questions and concerns addressed and will schedule a representative from the Local Government Center to attend a Selectmen's Meeting to address those concerns. The Selectmen are concerned with the implications to the Town for the Police Department obtaining Disability Insurance Coverage for police officers even though the police officers would be paying for this coverage themselves (through payroll deductions).

Lt. Gould reported that the Dispatch Advisory Committee has almost completed their project.

The Selectmen brought Bill Meserve, the Chairman of the Planning Board, up to date on the Halls Mill Road issue with dead trees. Bill agreed to have the Planning Board members take a look at the marked trees and report back to the Selectmen. Bill also stated that any cutting of trees on Halls Mill Road might require a public notice.

Bill Meserve reported that he met with Clay Mitchell (as requested by the Selectmen) last week about the Town Planner position. Bill knew Clay previously from working with the Strafford Regional Planning Board. Bill spoke with Rob Graham of the Epping Planning Board who spoke highly of Clay. Bill feels that Clay is one of the top people in the area and that he would be an asset to the Town. Clay also has a strong legal background. Clay agreed to send out the Planning Board Agenda and pertinent information a week before the meeting in order to give the Planning Board Members time to review the information. Bill gave his approval to hire Clay Mitchell as the Town Planner and asked if Clay would be able to start working next week. The Board feels that can be done. The Board asked Bill to send them a list of top priorities for the new Town Planner such as the Capital Improvement Plan, the Master Plan, and the Route 108 re-zoning.

Wes made a motion to contract with Clay Mitchell and MG Planning LLC as the Newfields Town Planner provided that James McIlroy reviews the contract and is agreeable to its terms. This would authorize James to make changes to the contract, if needed, and have it ready for signatures at the next Selectmen's Meeting. Michael seconded the motion and the motion passed with all in favor.

The Selectmen discussed the liability issue at the Newfields Library and reviewed the draft minutes from the Library Trustees authorizing the "Farmers Market".

Checks were signed.

Correspondence from the Lane Law Offices was reviewed and Wes will speak with Fran Lane.

Today, Sarah McGregor of Dragon Mosquito Control, LLC made the following report to the Town regarding mosquitoes:

The weather was mild last week which helped the mosquitoes. We caught 17 mosquitoes in the three traps. Sixteen mosquitoes were the bad ones that carry EEE. Because Monday was a holiday, test results won't be available until Wednesday.

I do not recommend trapping this week because of the cold rainy conditions. It's unlikely we would catch anything. I am hopeful that the cooler, seasonal temps are here to stay.

Dragon sprayed the school on Friday night. I will continue to monitor comments and complaints from the school in order to assess the need for more spraying.

Sincerely,
Sarah MacGregor
Dragon Mosquito Control, Inc.
964-8400

Based on this information from Sarah, the Selectmen are not authorizing another week of trapping. Sarah did agree to attend the Newfields Public Hearing in November on mosquito control in 2008.

Correspondence from Reuben Hull was reviewed.

Notice from the Newfields Water and Sewer District about a violation of the drinking water standard was reviewed. It was noted that Ray Buxton will be attending the Selectmen's Meeting next week to discuss well #7.

The brochures from the UNH Cooperative Extension regarding Forest Law Workshops for Municipal Officials were passed on the Conservation Commission.

James will provide information to the Transportation Advisory Committee as they requested. The Selectmen do not feel that the Town Counsel needs to attend the meeting in Dover that the Committee has scheduled.

Wes reported that he met with Jed Rumford to discuss the needs of the Town Hall which are as follows:

1. The furnace room needs to be cleaned out. Most of the items currently stored in that area need to be kept and a place needs to be found to store them. Michael and Wes will meet to take care of this.
2. At the new handicap ramp access door, there is a snow rake installed but that area needs a gutter that looks good and drains properly.
3. The electric panel in the Police Department needs to be re-located to the storage room as it cannot be accessed unless the Police Department is open. The telephone and computer lines should also be moved for the same reason. A price for these should be obtained along with a price to identify and mark all of the circuits in the electric panel located in the Town Hall.
4. Quotes are needed to replace the front roof of the Town Hall with slate looking 50 year architectural shingles as it will cost over \$100,000. to replace the roof with slate shingles.

Nancy will ask Larry Shaw to obtain prices on the above items which will be put on Warrant Articles for 2008. The work will only be completed if the Warrant Articles pass.

Wes made a motion to approve the minutes of the October 2, 2007 meeting as amended. James seconded the motion and the motion passed with all in favor.

Glen Greenwood of the Rockingham Planning Commission did not attend tonight's meeting as scheduled.

Wes made a motion to adjourn the meeting at 9:40pm. James seconded the motion and the motion passed with all in favor.

Respectfully submitted,

Nancy J. Spencer
Administrative Assistant